THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
JUNE 22, 2017
ADMINISTRATIVE OFFICES
401 STATE STREET, ALTON, ILLINOIS 62002

1. Opening of Meeting

A. Call to order

Dr. Melissa Batchelor, Secretary, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Dr. Melissa Batchelor  Secretary
Mrs. Karen McAtee  Treasurer
Mr. Dan St. Peters  Trustee
Ms. Kim Shoemaker  Trustee
Mrs. Mary Lou DeGrand Watson  Trustee

Members absent:

Mr. Kevin Botterbush  President  (Arriving late)
Mr. Peter Tassinari  Vice President  Excused

Others present:

Ms. Bernadette Duvernoy  Executive Director – THPLD
Ms. Sue Hardin  CFO / Asst. Dir. of HR – THPLD

C. Recognition of visitors to the meeting

There were no visitors in attendance.

Mr. Botterbush arrived at 6:02 p.m. and assumed leadership of the meeting.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. St. Peters, seconded by Dr. Batchelor, to approve the agenda. There were no changes to the consent items.
A roll call vote was taken:

Batchelor  Yes
Botterbush Yes
McAtee Yes
St. Peters Yes
Shoemaker Yes
Tassinari Absent
Watson Yes

Motion carried.

2. **Open forum**

Mr. Botterbush acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mrs. McAtee, seconded by Mrs. Watson, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on May 25, 2017;
B. Approval of the bill lists for the periods ending May 5, 2017 and May 19, 2017, payable on the same dates;
C. Approval of the Financial Statements for the months ending May 31, 2017;
D. Resolution to transfer unexpended General Fund cash to the Building & Equipment fund;
E. Resolution to transfer Working Cash interest earnings to the Building & Equipment Fund;
F. Resolution of the Determination of updated Prevailing Wage Rates;
G. Resolution of Investment Policy Compliance.

A roll call vote was taken:

Batchelor  Yes
Botterbush Yes
McAtee Yes
St. Peters Yes
Shoemaker Yes
Tassinari Absent
Watson Yes

Motion carried.
4. **Committees**

   A. **Board Policy Development**
      No meeting; no report

   B. **Building & Equipment**
      No meeting; no report

   C. **Finance & Insurance**
      The Finance Committee met to review the FY 2018 General Fund budget as well as casualty, liability and property insurance proposals. Action on these items will take place later in the meeting.

   D. **Personnel**
      No meeting; no report

5. **Committee Appointments**

   Mr. Botterbush finalized the trustee appointments to all standing committees. Assignments will be posted to the board website. A motion was made by Mr. St. Peters, seconded by Dr. Batchelor, to accept the committee assignments.

   A roll call vote was taken:

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   Motion carried.

6. **Director’s Report**

   In addition to her previously submitted written report, Ms. Duvernoy shared photos and layout for the new Amtrak station. Hayner partnered with the City of Alton in creating a historical perspective to be featured in the lobby of the new station. Ms. Duvernoy also shared some of the activities that are being provided for the Children’s Summer Reading Program, including an activity with a local artist who creates a representation of a book that is simultaneously read to the children. There will then be a drawing for the artwork at the end of the program.
7. **General Discussion**

Additional discussion centered on the mall lease agreement with Hull Management; potential demolition of the Macy’s building at Alton Square, and the status of Hull’s commitment to the Homer Adams Parkway corridor and their investment in our community.

8. **General Fund Budget**

A motion was made by Mrs. Watson, seconded by Mr. St. Peters, to approve the FY 2018 General Fund budget as recommended by the Finance and Insurance Committee.

A roll call vote was taken:

- Batchelor Yes
- Botterbush Yes
- McAtee Yes
- St. Peters Yes
- Shoemaker Yes
- Tassinari Absent
- Watson Yes

Motion carried.

9. **Insurance**

A motion was made by Mrs. Watson, seconded by Dr. Batchelor, to approve casualty, liability and property insurance proposals as recommended by the Finance & Insurance Committee.

A roll call vote was taken:

- Batchelor Yes
- Botterbush Yes
- McAtee Yes
- St. Peters Yes
- Shoemaker Yes
- Tassinari Absent
- Watson Yes

Motion carried.
10. **Closed session**

A. A motion was made by Dr. Batchelor, seconded by Mr. St. Peters, to approve entering closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees per 5 ILCS 120/2(c)(l).

A roll call vote was taken:

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Motion carried. Trustees entered closed session at 6:35 p.m.

B. A motion was made by Mrs. Watson, seconded by Mrs. McAtee to approve returning to open session.

A roll call vote was taken:

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Motion carried. Trustees returned to open session at 6:59 p.m.

11. **Adjournment**

There being no further business, the meeting was adjourned at 7:00 p.m.

Approved by THPLD board action on **July 27, 2017**.

Melissa Batchelor, Secretary